

**MASSACHUSETTS NATIONAL GUARD
FULL-TIME MILITARY TOUR (AGR)
VACANCY ANNOUNCEMENT**

**HUMAN RESOURCE OFFICE
50 MAPLE STREET
MILFORD, MA 01757-3604**

NUMBER: FY06-04 (AGR)

EXPIRES: 16 DEC 05

DATED: 2 DEC 05

1.ELIGIBILITY. Applications currently accepted for the following position in the Massachusetts Army National Guard under the provisions of 10 USC 681, Title 32 Section 502. This job is **OPEN TO ALL CURRENTLY ON BOARD AGR SOLDIERS IN THE MAARNG.** The Personnel Automated Records Center (PARC) will accept applications until 1630hrs, 14 April 05

Position: Supply NCO	Location: CO C 1-181TH IN Concord Ave, Cambridge, MA 02148
Max Grade: SSG/E6 Min Grade: SPC/E4	MOS/AOC: 92Y30
Unit POC: MAJ Perrin (508) 233-7902	AGR Branch POC: Kimberly Alberico (508) 233-6785
Salary: Full-time Military Pay & Allowances based on rank and time in service	Website: http://www.state.ma.us/guard

2. REQUIREMENTS.

a. Individual selected will be militarily assigned to the unit and will be placed in the required duty position.

b. Individual must have the potential to become MOS qualified in the first 12 months or be released from AD/FTNGD.

c. To enter into the AGR Title 10/32 Program, a Chapter 3 examination will be completed in accordance with AR 40-501, within 24 months prior to first day of an active duty tour. This examination is to be accomplished at an Active Army MEDDAC, MED CEN, or MEPS; if the examination is older than six months but less than 24 months, a DA Form 7349 (Initial Medical Review/Annual Medical Certificate) with review by the State/Territory surgeon or Health Care Provider Designee (physician, physician assistant or nurse practitioner) will be accomplished within 60 days prior to the first day of duty to assure that Chapter 3 standards continue to be met.

d. Human Immune Deficiency Virus (HIV) testing for all soldiers will be accomplished within six months prior to initial entry.

e. This announcement is closed to female soldiers.

f. AGR personnel may not be eligible for or be receiving an immediate Federal Retirement Annuity (military or civilian).

g. Applicants must have sufficient time remaining on current enlistment to permit the completion of the initial three year tour of duty or must be willing to extend.

h. Individuals entering into their initial AGR Tour must be able to serve at least three years in an active military status IAW AR 135-18, chapter 2, table 2-1, rule D, prior to completing 18 years of Active Service (AS).

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i. Military technicians may not convert in-place to AGR status. An incumbent military technician may only change to AGR status in conjunction with a different Support Personnel Manning Document (SPMD) position, defined as a SPMD position with a different position number.

j. Applicants must possess a state driver's license and be qualified to operate military vehicles which are organic to the unit.

3. APPLICATION PROCEDURES:

a. All applicants will submit:

- (1) A copy of this announcement.
- (2) NGB Form 34-1 (Application for Active Guard/Reserve (AGR) Position) completed and signed.
- (3) Photocopy of the most current DA Form 705 (APFT Score Card).
- (4) DA photo in Class A uniform taken within the past 12 months (a Polaroid type photo in Class A uniform is not acceptable).
- (5) Statement from the commander/supervisor stating soldier meets height/weight/body fat requirements and is not enrolled in the weight control program.
- (6) Must furnish a copy of his/her SF Forms 88 & 93 or 2807 & 2808 (Report of Medical Exam & Report of Medical History). To request these forms, soldier will submit a DA Form 543-R (Request for Records) to the MAARNG Medical Command by Fax (781) 377-1088; please include a return fax number (there is a 5 to 7 day turn-around for the request). NO WALK-INS AUTHORIZED.

b. All applicants will forward the above paperwork to JFHQ, MAARNG, ATTN: MAAR-PER-PARC, 50 Maple Street, Milford, MA 01757-3604 or schedule an appointment with Customer Service: (508-233-6772). Personnel Automated Record Center (PARC) attaches:

- (1) Certified copy of DA Form 2-1.
- (2) Copy of Retirement Point Accounting Management (RPAM) NGB Form 23B.
- (3) DD Form 214s and NGB Form 22s.
- (4) Copy of last five Non Commissioned Officers Evaluation Reports (NCOER) (if applicable).

c. PARC then forwards the completed packet to HRO/AGR Branch. The President of the Board will contact qualified applicants for an interview. All applicants will be notified in writing within 30 days after the selection board.

d. Missing documents require a letter from the individual stating reason or the packet will be returned without action.

e. Any falsification of the eligibility requirements will result in non-consideration for selection, or if selected, individual will be released from the AGR program.

. NOTE: Any documentation missing requires a letter regarding circumstances enclosed in the application packet

4. JOB DESCRIPTION:

a. Receives, inspects, loads, segregates, stores, issues, delivers and turns in organization and installation supplies and equipment. Verifies unit issue, description, quantity of requested materials against issue and turn-in documents.

b. Determines requirements and uses Force/Activity Designator (FAD) to select priority designator for supply requests. Prepares requests, assists documents numbers, prepares follow-up and cancellation requests, reviews and corrects hand receipt property listings and annexes. Prepares clothing and equipment records. Maintains automated supply system for accounting of organizational supplies and equipment.

c. Prepares documentation of government property lost, damaged or destroyed. Coordinates supply activities with supply and service and motor transport units. Prepares reviews and annotates changes to unit-material-status-report. Posts organizational and installation property book supporting transactions files.

d. Reviews doctrinal publication, determine adequacy of unit policies, procedures and methods of requesting, receiving, accounting, issuing, storing and preserving individual, organizational and installation supplies and equipment.

e. Performs other duties as assigned.